

ILLEGIB

COMMENTS RE: PROPOSED REGULATION R [ ] RECORDS MANAGEMENT

1. This Office concurs with the principles set forth in the proposed regulation. However, we wish to reserve the privilege of reviewing and commenting on such requirements as may be made of this Office in the form of procedures remaining to be developed under the responsibilities stated in paragraph 4.a.(1).

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2. Comments regarding specific portions of this regulation are as follows:

Paragraph 2.a - This paragraph should be clarified as to its intent regarding records created or accumulated by other elements of the Agency in support of operational projects of the DD/P.

Paragraph 3.a - Recommend "Areas" be defined.

Paragraph 4.a.(3) - Responsibility for reviewing and approving requests for filing equipment and supplies has been delegated to Area Records Officers by Agency Notices [ ]

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Paragraph 4.a.(5) - No provision is made for exemption of covert and other sensitive records from submission to GSA and Congress for authorization of disposal schedules.

Paragraph 4.b.(2) - Suggest that Operating Officials designate individuals to administer their area programs and that the responsibilities of the area administrators be defined.

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